



Master Plan Application

Under Section 109.4 of the Virginia Uniform Statewide Building Code (VUSBC) Part 1, the Building Official “shall examine or cause to be examined all construction documents...”

Under Section 109.4.1, the Building Official may accept reports from an approved person who has determined that the plans conform to the requirements of the VUSBC. Stafford County will accept such reports from registered engineers or architects licensed in the State of Virginia only, provided the submittal:

- Collectively reviews all aspects of the construction documents including all associated engineered documents (soils reports, floor/roof trusses, engineered steel/wood framing components, braced wall line designs, and all other minimum submittal requirements specified in applicable checklist for new residential or commercial construction.
- The submittal takes no exceptions with any aspect of the plan being submitted and there are no items “designed by others” which have not been resolved, reviewed with specific requirements if any, indicated on the plan.
- All possible options are accounted for with this submittal. If, for example, there are different engineered roof and floor truss layouts for various options within the proposed plan **ALL** possible options must be submitted for review.
- Annotations or hand written changes will not be accepted for master plan submittals.

If in the judgment of the Building Official the plans do not meet the requirements of the VUSBC or do not provide adequate information to confirm they meet the requirements of the VUSBC, the plans will be rejected and returned to the applicant.

Date: _____

Description of work: _____

Name of Registered Design Professional: _____

Address: _____

Telephone: _____

List all relevant documents certified by signature below:

I have reviewed and assume responsibility for the attached, stamped plans (and all pertaining documents) reviewed under the indicated

_____ 2012 VUSBC

Signature: _____

Date: _____

Important

When the proposed Master Plan has been approved, building permit applications are required for all structures referencing the approved Master Plan. Applications utilizing an approved master plan will be subject to all appropriate planning, zoning Chesapeake Bay Act, grading plan reviews and soils report (lot specific). An Options Sheet must accompany all applications that employ a previously approved Master Plan. The options sheet should include:

- Permit number
- Master file number
- Subdivision/Project
- Builder/Contractor
- Applicable code cycle
- Model or building number
- Square footage for each floor and option
- Veneer/ Wall finish type
- Ceiling heights for all floors
- All available options with indication of those to be used
- Site address and parcel number
- All footing width and configuration options
- All foundation wall configurations(based on PCF of soil classes)
- Specify alternate engineered foundation design

An approved copy of the options sheet must be on site for inspection with all of the approved master plan documentation.